

## Tenant Assistance Plan for Royal Towers (140 Sixth Avenue)

On May 28, 2024, Vintop (owner/developer) submitted a Master Plan rezoning application for 140 Sixth Street (site) for a mixed-use project in line with the Official Community Plan's "Residential - High Rise" designation. The site is home to Royal Towers, which was built as a hotel in 1961, and converted into a market rental building in 2010.

The City of New Westminster's *Tenant Assistance Policy* requires the preparation of a Tenant Assistance Plan (TAP) for sites where redevelopment results in the demolition of existing rental units.

The following is the Tenant Assistance Plan (TAP) for Royal Towers:

### Tenant Categories

1. *Tenants living at Royal Towers on December 3, 2024<sup>1</sup> & Tenants with Tenancy that started after December 3, 2024 but did not receive Adequate Written Notice*

Tenants living at Royal Towers on December 3, 2024, including those who have since moved, are eligible for the TAP. This equates to 124 tenants.

Tenants who started their tenancy after December 3, 2024 and who signed the 2024 Tenancy Agreement where it was not explicitly stated that there is an active rezoning application on the site are also eligible for the TAP. This equates to 18 tenants.

The TAP includes:

- a) right of first refusal to a replacement rental unit on site of the same unit type (studio, one-bed, or two-bed) at the same rent they paid upon vacancy (plus Residential Tenancy Act (RTA) annual increases); and
- b) a moving allowance of up to \$900 for studio/one-bedroom and \$1,200 for two-bedroom to eligible tenants to move from their current unit in Royal Towers to the replacement rental unit upon completion.

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<sup>1</sup> An initial letter was sent to tenants on December 3, 2024 that communicated Vintop's desire to redevelop the site. Council has directed Vintop to set this date as the TAP eligibility date.

See Table 1 below for more details.

The table below summarizes the average unit sizes and Royal Tower rents compared to market rents of the units that are currently tenanted. Note there are no existing three-bedroom units in the building.

**Unit Summary Table**

| Unit Type | Units | Average Size | Average Rent | Market Rent (CMHC) |
|-----------|-------|--------------|--------------|--------------------|
| Studio    | 99    | 323.38       | \$ 907.16    | \$ 1,975.00        |
| 1 bed     | 23    | 562.83       | \$ 1,182.64  | \$ 2,210.00        |
| 2 bed     | 2     | 631.50       | \$ 1,339.88  | \$ 2,827.00        |
| Total     | 124   | 372.77       | \$ 965.24    |                    |

Market Rent reference to average rent in 2024 of Vancouver CMA from CMHC Rental Market Report

**2. New Tenants (after December 3, 2024) with Adequate Written Notice**

There are zero category two tenants. No tenants have moved in after December 3, 2024 and who have also signed a tenancy agreement that clearly notes that there is an active rezoning on the site. All new tenancies will be formalized under the new Tenancy Agreement, which will clearly state that the site is being redeveloped.

Tenants who start their tenancy under the new Tenancy Agreement will not be eligible for the TAP, but are still eligible for the supports provided under the RTA.

**Confirmation of Eligibility**

Lookout Housing and Health Society (Lookout), serving as the external Tenant Assistance Coordinator that reports to the City, will confirm each tenant's eligibility.

**TAP for the Eligible Tenants (Category 1) of Royal Towers**

The following table outlines the TAP that will be offered to eligible tenants (Category 1) of Royal Towers and provides a rationale for where Vintop's offerings differ from the City's TAP components.

Table 1

| Principle                      | City's TAP Components                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Royal Tower's TAP Components                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Tenant Options</b></p>   | <p>Include three options for tenants to choose from:</p> <ol style="list-style-type: none"> <li>1. replacement unit with applicant secured interim housing and rent top up;</li> <li>2. replacement unit with tenant secured interim housing and rent top up; or,</li> <li>3. lump sum payment.</li> </ol> <p>This is consistent with the direction Burnaby's policy is taking and exceeds the City of New Westminster's current policy which only includes a lump sum payment requirement, and aligns with the City's draft Rental Replacement Policy.</p> | <p><b>Replacement rental unit</b><br/>Vintop will provide all eligible tenants with right of first refusal to a replacement rental unit of the same unit type (studio, one-bed, or two-bed) at the same rent they paid upon vacancy (plus RTA annual increases).</p> <p><b>Interim housing &amp; rent top up</b><br/>Since the rental replacement building will be built first, eligible tenants will be able to move directly into a replacement unit upon being required to vacate their current unit in Royal Towers. Therefore interim housing and rent top ups are <u>not required</u>.</p> <p><b>Lump sum</b><br/>A lump sum payment will <u>not</u> be provided since there will be no displacement of tenants while construction is occurring.</p> |
| <p><b>Replacement Unit</b></p> | <p>Include a right of first refusal to a rental replacement unit in the new rental building, with a similar overall size (within a 5% difference in square footage), and at least the same number of bedrooms, and rent equal to the original unit plus allowable annual increases under the Residential Tenancy Act.</p> <p>All replacement units in the new building will need to meet all other City regulations (e.g. minimum unit size</p>                                                                                                             | <p>Vintop will provide all eligible tenants with right of first refusal to a replacement rental unit of the same unit type (studio, one-bed, or two-bed) at the same rent they paid upon vacancy (plus RTA annual increases).</p> <p>All replacement rental units in the new building will meet the City's endorsed Tenant Assistance</p>                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|                                                        | <p>requirements, unit mix requirements) and policies (e.g. Interim Shared and Separate Community Areas Policy).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>Policy principles and other City regulations pertaining to unit size.</p> <p>The replacement unit must be occupied by the same eligible tenant that vacated the Royal Towers unit.</p> |
| <p><b><i>Interim Housing &amp; Rent Top Up</i></b></p> | <p>For those choosing a replacement unit, require the following supports:</p> <ol style="list-style-type: none"> <li>1. interim housing;</li> <li>2. rent top up to cover the gap between the rent of their interim unit and of their previous unit, consistent with the direction of Burnaby’s policy.</li> </ol> <p>Under Burnaby’s policy, for applicant secured interim housing a tenant relocation coordinator on behalf of the applicant/developer provides at least three options for interim housing where a rent top up is provided to help bridge the gap between the rent the tenants were paying at the rezoning site and the rent at the interim unit.</p> <p>For tenant secured interim housing, the tenant finds their own interim housing and is provided a rent top up to a maximum amount (the greatest of either 15% of the tenant’s monthly rent, or the difference between the tenant’s monthly rent and 30% above CMHC Median).</p> | <p>As noted above under “Tenant Options - Interim housing &amp; rent top up”.</p>                                                                                                         |
| <p><b><i>Lump Sum Option Calculation</i></b></p>       | <p>Apply the same formula used in Burnaby’s Tenant Assistance Policy to calculate the lump sum option.</p> <p>The greater of the two following calculations:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>As noted above under “Tenant Options - Lump sum”.</p>                                                                                                                                  |

- Formula 1: (CMHC median rent + 30%) – your latest monthly rent OR
- Formula 2: Your latest monthly rent x 15%

***Support for Vulnerable Tenants***

To minimize the impact of redevelopment on vulnerable tenants, including seniors and persons living with disabilities, require applicants to provide tailored support to those requesting such assistance. Vulnerable tenants eligible for enhanced supports would self-identify through a tenant needs survey. The survey and additional support will be provided through the applicant’s Tenant Assistance Coordinator. Support measures could include, but should not be limited to: early communication; translation services; one-on-one engagement; transportation to view interim housing; accommodations for accessible interim and replacement units, etc.

Lookout will identify any vulnerable tenants and provide additional supports as needed.

***Moving Expenses***

Cover moving expenses for all options including, for those choosing a replacement unit, cost of moving both to the temporary accommodation and cost of moving to the replacement unit, consistent with Burnaby’s Tenant Assistance Policy.

A maximum moving allowance based on existing bedroom type will be provided to eligible tenants to move from an existing unit in Royal Towers to a replacement unit upon completion:

- \$900 for studio or one-bedroom units; and
- \$1,200 for two-bedroom units.

Note: Royal Towers does not contain any three-bedroom units.

***Pets***

For interim and replacement rental housing, if the tenant was displaced from a unit that allowed pets, the applicant must offer the tenant a unit that permits the same number

For eligible tenants who are permitted pets as per their tenancy agreement will be permitted

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|                                                             | <p>and kind of pets as were permitted in the Rental Tenancy Agreement for the tenant's unit at the rezoning site. This would be consistent with Burnaby's Tenant Assistance Policy.</p>                                                                                                                                                                                                          | <p>to have the same number and kind of pets in the replacement rental unit.</p> <p>There is no need for interim housing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Expanded Scope</b></p>                                | <p>Expand the policy scope to include all impacted purpose built market rental units. This would exceed all of the researched policies, including Burnaby's; and exceed the City's current Tenant Relocation Policy which applies to market rental buildings with six or more units, and aligns with the City's current practices regarding tenant assistance through rezoning applications.</p> | <p><i>City action</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Master Planned and/or Multi-building Projects</b></p> | <p>Where the development context permits, require applicants to implement phased redevelopment whereby residents can be relocated into the first building(s) constructed on the site, prior to tenancies being ended in the original building and it being restored and/or demolished. This is consistent with the enhanced tenant protections under the City of Vancouver's Broadway Plan.</p>  | <p>A master plan is being developed for the site that will undertake redevelopment in three phases:</p> <ul style="list-style-type: none"> <li>● Phase 1 will deliver a rental replacement building with 126 rental units<sup>2</sup> (based on a one-to-one replacement of the existing 50,000 sq.ft of rental floor area in Royal Towers) and a market rental building with 109 units<sup>3</sup>, for a total of 235 rental units.             <ul style="list-style-type: none"> <li>○ Tenants will be able to remain in their existing units until Phase 1 is completed. Eligible tenants will be able to move directly into a replacement unit.</li> </ul> </li> </ul> |

<sup>2</sup> The rental replacement units will meet the minimum unit size requirements of the Zoning Bylaw.

<sup>3</sup> The market rental units will meet the minimum unit size requirements of the Zoning Bylaw and the unit mix requirement of the *Family Friendly Housing Policy*.

- Phases 2 and 3 will be for the construction of the strata towers.

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| <p><b>Tenant Assistance Policy</b></p>                       | <p>Staff recommends renaming of the updated policy to reflect its broader intent to assist and compensate impacted tenants during the redevelopment process.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><i>City action</i></p>                                                                        |
| <p><b>Developer Tenant Assistance Program Management</b></p> | <p>Require implementation of the tenant assistance requirements by the developer to be managed by a neutral third-party, such as an external Tenant Assistance Coordinator. Staff recommends the City would issue a Request for Proposals to prequalify a list of external consultants to undertake the role of Tenant Assistance Coordinators. The Coordinator would report to the City, but be funded by the developer. This would be required in addition to a City staff position, required to implement the policy for the City.</p> <p><b>Note:</b> Council has expressed no concerns with an alternative approach to this principle, in which Lookout Housing and Health Society will serve as an external Tenant Assistance Coordinator and report to the City.</p> | <p>Lookout has formally been engaged as the third-party Tenant Assistance Coordinator (TAC).</p> |
| <p><b>City Tenant Assistance Program Management</b></p>      | <p>To implement and administration the policy the City would require a dedicated full-time equivalent staff position, as well as additional dedicated staffing resources across a number of departments including Legal, Financial Services, and Bylaws.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p><i>City action</i></p>                                                                        |

